

East Providence Housing Authority
REGULAR MEETING
April 14, 2014

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at **4:00PM** by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Theresa Correia and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Commissioners Luci Stoddard, Valarie Lawson, and Executive Director Theresa Correia

Excused: Commissioners John Faria, Joan Shovelton, Antero Braga

RESIDENT & PUBLIC CONCERNS:

Resident, Kathy Fernandes, expressed concern over the recent loss of hot water at City View Manor. Facilities Manager Cunha explained to Ms. Fernandes that the housing authority was first notified of the lack of hot water on Sunday. The call was dispatched to correct the issue and hot water was restored. By Monday it had failed again. Call was placed to authorized mechanic who arrived on Tuesday and made the repair. Chairman Smith stated that the response times and attentions to matters that concern residents have always been handled in a timely fashion. After some brief conversation, Fernandes was satisfied with the response and thanked the board for their time.

APPROVAL OF MINUTES:

Regular Meeting – 3/25/14: Motion by Commissioner Lawson to accept the minutes as presented, seconded by Commissioner Stoddard Stoddard All Commissioners voted aye.

DIRECTOR'S REPORT:

Director Correia reported on the following:

- Correia reported that EPHA had purchased a Samsung Tablet, as planned. Its immediate use will be for Section 8 inspections. Training on the inspection app will be held in the upcoming week. She went on to say that the packet for meetings will now be delivered electronically for those with I pads/tablets, and had started with this month's meeting. It is the intent of the EPHA to purchase additional I pads/tablets for use by board members that do not have them.
- Correia informed the board that RFQ for Architect/Engineering Services was advertised in the legal section of various publications by EPHA. (Correia handed out copy of ad to all commissioners) Correia explained that once the selection is made, estimates will begin on the Capital Fund work proposed at Harbor View Manor. Correia is hopeful that funds will allow for window replacement, repointing, and waterproofing of the masonry.
- A closing took place on another duplex in the Homeownership Program. 115-117 Juniper Street closed on 4/3/14. Property was sold for \$160,000 with the EPHA holding a 2nd of \$72,400. Correia handed out a copy of the 5H/Section 32 Plan to the board. Chairman Smith and Director Correia gave a brief history on the program.

PUBLIC HOUSING VACANCY REPORT

After a brief Motion by Commissioner Diffley to accept the PH Vacancy report as presented. Seconded by Commissioner Stoddard. The motion carried.

HOUSING CHOICE VOUCHER REPORT

A motion was made by Commissioner Lawson to accept the report as presented by Rose Ott. Seconded by Commissioner Stoddard. The motion carried.

HOUSING CHOICE VOUCHER FSS REPORT

Director Correia explained that the NOFA for FSS Coordinator will be published. This year's Grant will be for both Voucher Program and Public Housing. In years past, each program had to apply separately. EPFA will go forward and apply for renewal funding for its ½ position and addition of another ½ person. Based on the numbers, our agency does qualify for a full time coordinator. Correia explained that Rose and Jennifer had been through HUD's website to assure accuracy of the participant count. A motion was made by Commissioner Stoddard to accept the report as presented by Director Correia, seconded by Commissioner Lawson. The motion carried.

PAID BILL REPORT

March 2014 - \$120,959.16

After questioning a line item on report, Commissioner Stoddard moved approval of the 3/14 Paid Bill Report. That motion was seconded by Commissioner Diffley and passed unanimously.

RESOLUTIONS:

#498– HCV Administrative Plan Amendment

After a brief explanation by Director Correia, Commissioner Stoddard moved approval of the submission. That motion was seconded by Commissioner Diffley and passed unanimously.

NEW BUSINESS

Prior to adjournment, Chairman Smith thanked the staff for the staff for their efforts in addressing the hot water issues. He also asked the members if meeting start time of 4:00PM was acceptable. All those present were in agreement.

ADJOURNMENT

At 4:30pm upon a motion by Commissioner Stoddard and a second by Commissioner Lawson, the meeting was adjourned. All Commissioners present voted in favor.

Respectfully submitted,

Theresa M. Correia
Executive Director
Transcribed by tmcorreia